skills workflow

Asset Inventory Process

July 2025

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Agenda
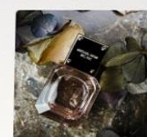
Enhancing our brand digital presence and relationship

1   **Why an Asset Inventory?**

2   **How to enroll devices**

3   **What to do in case of lost**

1. Why an Asset Inventory?

Why do we need Asset Inventory

Our own Assets identified

Allows to keep track of all Assets

Accuracy and efficiency on manage

Easy Asset recovery

Money saving on maintenance

Easy implementation of risk management

Removes ghost assets in our inventory

Incidents and thefts are lowered

2. How to enrol Devices

Device Enrolment

Add devices to the Asset management Program

Done via Intune
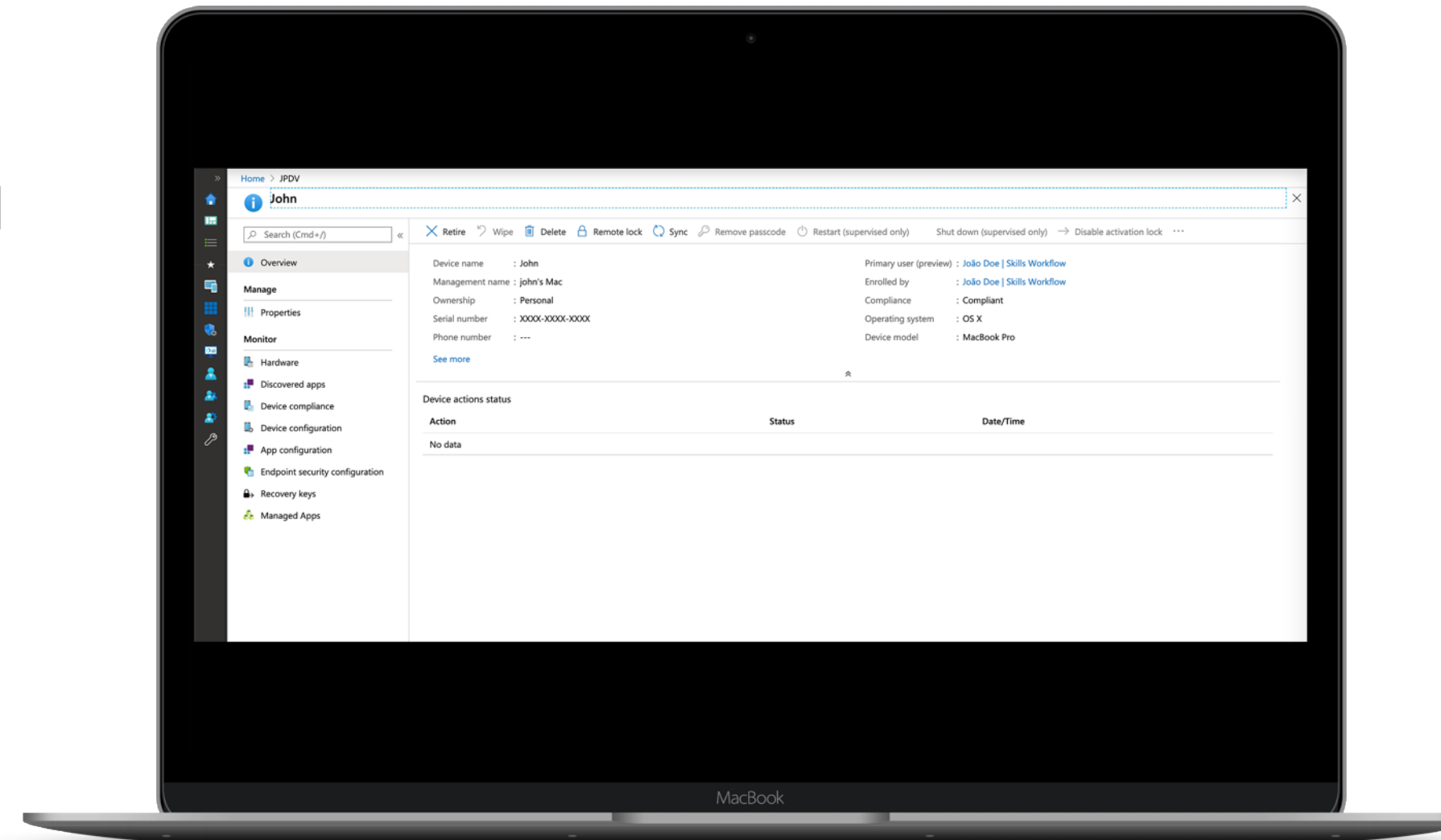
Automatically configured on Company Portal

New users enter in the Company Portal

Devices will appear on the Devices tab

Captures Device Serial Number

Add to Equipment & Licenses

Include Evidence in purchase approval Ticket

3. Lost/Stolen Devices

Lost/Stolen Devices procedure

What to do in case of any accident

Inform Security Department

Department blocks access remotely

Enter in the device page

Click on Remote lock button

Device locks as soon as it gets wi-fi

Add notes to Equipment & Licenses

Thank You!

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